

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
TUESDAY, FEBRUARY 19, 2002
8:30 A.M.**

Commissioners Present: Bob Workman, Chair
 Bernie Heier, Vice Chair
 Kathy Campbell
 Larry Hudkins
 Ray Stevens

Others Present: Kerry Eagan, Chief Administrative Officer
 Gwen Thorpe, Deputy Chief Administrative Officer
 Bruce Medcalf, County Clerk
 Trish Owen, Deputy County Clerk
 Ann Taylor, County Clerk's Office

The Staff Meeting was called to order at 8:34 a.m.

AGENDA ITEM

**1 APPROVAL OF THE STAFF MEETING MINUTES OF THURSDAY,
 FEBRUARY 14, 2002**

Item held.

2 ADDITION TO THE AGENDA

A. Letter to Lincoln Convention & Visitors Bureau (CVB) Contributors

MOTION: Campbell moved and Heier seconded approval of the addition to the agenda. Campbell, Workman and Heier voted aye. Hudkins and Stevens were absent from voting.

Hudkins and Stevens arrived at 8:35 a.m.

3 LANCASTER COUNTY PROPERTY ISSUES

A. ATTENTION CENTER FOR YOUTH

Campbell said CenterPointe, Inc. has expressed interest in the Attention Center facility, 2200 South 10th Street, for their adolescent residential treatment program (see Exhibit A and letter in the agenda packet). She said the Lena Jane Merrill Community Learning Center, currently housed at Saratoga Elementary School, has also expressed interest in the building as the school will be renovated and classes moved to Northwest High School (see letters in agenda packet). Campbell said relocating to the Attention Center building would allow students and community members using the learning center to remain in the neighborhood. She noted that Kit Boesch, Human Services Administrator, also provided a list of options in 2001:

- Day Reporting Center for Adults
- Juvenile or Adult Drug/Alcohol Residential Treatment Facility
- Community Assessment Center and/or Crisis Center for Youth
- Human Services Campus
- Lancaster County Juvenile Graduated Sanctions Program Location
- Therapeutic Group Home for Kids
- Lincoln's Youth Sports Center
- Survival Learning School
- Community Learning Center
- City-County Operated Day Care Program
- Sell Property to Lincoln Public Schools (LPS)
- Sell Property to Private Enterprise to Rehabilitate for Single Resident Occupancy (SRO) Housing
- Micro Center Complex for New Americans

Boesch said changes that have occurred since that time that warrant additional consideration:

- Probation is now a combined office with 35 employees and needs to relocate. Intake could be located in the 900 "J" Street Building and the remainder of the department located in the Attention Center building. This would eliminate the need to rent space elsewhere.
- Report from Voorhis/Robertson Justice Services indicates the need for Pretrial Services. There is also an immediate need for Graduated Sanctions. An Adult Day Reporting Center could house both. The Attention Center building could be utilized or new space rented.

Boesch added that there is a tremendous need for substance abuse treatment in the community which the CenterPointe, Inc. program would address.

Hudkins questioned what type of program should be placed in the neighborhood, noting the close proximity of the Attention Center Building to Saratoga Elementary School, Lancaster Manor and Trabert Hall.

Don Killeen, County Property Manager, explained that CenterPointe, Inc. needs to relocate and said he believes the adolescent residential treatment program will fit well with the neighborhood. He also stated that the Lena Jane Merrill Community Learning Center has indicated that it would prefer to relocate into Trabert Hall, 2202 South 11th Street, as it has a gymnasium.

Boesch cautioned that the County Board could be setting a precedent if it provides space for a Community Learning Center.

MOTION: Hudkins moved and Campbell seconded to direct Don Killeen, County Property Manager, and Kerry Eagan, Chief Administrative Officer, to discuss a lease arrangement with CenterPointe, Inc. Hudkins, Stevens, Heier, Workman and Campbell voted aye. Motion carried.

NOTE: It was noted for the record that Don Killeen, County Property Manager, is a member of the CenterPointe, Inc. Facilities Task Force.

B. TRABERT HALL/OLD FEDERAL BUILDING

Killeen distributed a handout detailing the following (Exhibit B):

- Square footage and occupied space in Trabert Hall
- County occupied space in the Old Federal Building (Probation, County Attorney Child Support Division and Veterans Service Center)
- Probation occupied space in the Corrections facility

Killeen said the City is anticipated to make a decision in April, 2002 on whether to proceed with the redevelopment plan for the Old Federal Building. He said the County Board should make it clear to the City that a decision on the future of the Old Federal Building needs to be made, noting the County has held onto Trabert Hall pending that decision.

Campbell said Gary Chalupa, Veterans Service Officer, does not want the Veterans Service Center relocated to Trabert Hall, indicating a preference for the downtown area.

Killeen said it may be possible to locate that agency in the former Police Building, 233 South 10th Street.

Killeen said there will be infrastructure costs if the County decides to maintain Trabert Hall on a long term basis.

Heier questioned whether the building serves the County's purposes and whether the County should look at the pros and cons of constructing a new building at that location.

Killeen cautioned that there are likely to be historic preservation issues with regards to the building.

Campbell said she believes Trabert Hall can be made "liveable".

1. PROBATION

Killeen said the Old Federal Building will remain a viable solution for the Probation Division, if redevelopment plans fall through.

2. COUNTY ATTORNEY CHILD SUPPORT DIVISION

Gary Lacey, County Attorney, appeared and said he would prefer to move the Child Support Division back with the rest of the office, but understands that it may not be possible to do so.

3. COMMUNITY MENTAL HEALTH CENTER GRANTS

Killeen said Dean Settle, Community Mental Health Center Director, has indicated that his agency may need 1,500 to 2,000 square feet of space in Trabert Hall for a grant program.

MOTION: Campbell moved and Hudkins seconded to send a letter to Mayor Wesely, with copies to the City Council and Linda Wilson, Public Building Commission, notifying the City that the County will move its offices from the Old Federal Building if the City has not reached a decision on the building's future by April 15, 2002. Campbell, Stevens, Hudkins, Heier and Workman voted aye. Motion carried.

Stevens asked Killeen to assess what it might cost to renovate Trabert Hall for Probation and the County Attorney Child Support Division and to meet some of the needs discussed in Agenda Item 3A.

RETURNING TO ITEM A, DISCUSSION OF THE REQUEST FROM THE LENA JANE MERRILL COMMUNITY LEARNING CENTER

Campbell said Boesch's point that providing space for the Lena Jane Merrill Community Learning Center may set a precedent is valid, but said she believes that most will chose to locate in schools.

MOTION: Campbell moved and Stevens seconded to authorize Kit Boesch, Human Services Administrator, and Don Killeen, County Property Manager, to meet with representatives of the Lena Jane Merrill Community Learning Center and work out an agreement to cover the nominal cost of utilities and space renovation in exchange for temporary use of space in Trabert Hall for the period of time that Saratoga Elementary School is being renovated. Hudkins, Stevens, Heier, Workman and Campbell voted aye. Motion carried.

C. NASH FINCH BUILDING/COUNTY AND CITY VEHICLE STORAGE FACILITY

Killeen distributed copies of *Lancaster County Vehicle Storage Facility, Programmatic Diagram* (Exhibit D).

Don Thomas, County Engineer, appeared and expressed concern regarding renovation and square footage costs for the Nash Finch Building, 800 Cattail Road.

Killeen said Sinclair Hille & Associates Inc. has estimated the debt service at \$2.94, per square foot. He also stated that storage space at the Cushman, Inc. facility, 900 North 21st Street, may also be an option.

Thomas said he would prefer that vehicle storage be located in close proximity to 444 Cherrycreek Road, where County Engineering is located.

Killeen said Terry Wagner, Lancaster County Sheriff, has also indicated a preference for the Cherrycreek Road location (see letter in agenda packet).

Doug Ahlberg, Emergency Management Director, appeared and stated a preference for co-location with the Lincoln Fire Department's Urban Search and Rescue (USAR) vehicle. He also noted the need for a drive-through bay.

Campbell said she supports keeping the County departments together.

Heier suggested the County delay a decision, noting other options are coming forward.

In response to a question from Hudkins, Killeen said power lines restrict construction east of the County Extension Building on Cherrycreek Road.

Hudkins suggested that consideration be given to constructing a building on the impoundment lot.

MOTION: Stevens moved and Hudkins seconded to authorize the Chair to send a letter to Terry Wagner, Lancaster County Sheriff, indicating that the Board is taking his letter under advisement. Hudkins, Stevens, Heier, Workman and Campbell voted aye. Motion carried.

D. INTERIM SPACE NEEDS

Killeen reported the following:

- Risk Management has moved to 233 South 10th Street and its former office space on the second floor of the County/City Building is being renovated for the Public Defender's Office.
- Renovation of the former Election Building, 555 South 9th Street, is anticipated to take four to six weeks.
- Personnel Department would like to consolidate its offices on the first floor of the County/City Building.

Hudkins asked Killeen to assess the feasibility of the City Council's proposal to open the back corridor to the City Council/County Board of Commissioners Hearing Room.

ADDITION TO THE AGENDA

A. Letter to Lincoln Convention & Visitors Bureau (CVB) Contributors

The Board reviewed a letter that will be sent to the hotel industry indicating that the County Board has voted to begin developing a Request for Proposals (RFP) document for use in seeking potential contractors to administer the proceeds of the County Visitors Promotion Fund and asking for their input in formulating the document.

E. EXECUTIVE SESSION (PURCHASE OF REAL PROPERTY)

MOTION: Heier moved and Hudkins seconded to enter Executive Session at 10:01 a.m. for discussion of the purchase of real property. Hudkins, Stevens, Heier, Workman and Campbell voted aye. Motion carried.

Stevens exited the meeting.

MOTION: Hudkins moved and Campbell seconded to exit Executive Session at 10:21 a.m. Hudkins, Heier, Workman and Campbell voted aye. Stevens was absent from voting. Motion carried.

4 ADJOURNMENT

MOTION: Campbell moved and Hudkins seconded to adjourn the meeting at 10:22 a.m. Hudkins, Heier, Workman and Campbell voted aye. Stevens was absent from voting. Motion carried.

Bruce Medcalf
County Clerk